



**STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
**DIVISION OF PUBLIC HEALTH SERVICES**  
**FOOD PROTECTION SECTION**

29 HAZEN DRIVE, CONCORD, NH 03301-6504  
603-271-4589 1-800-852-3345 Ext. 4589  
Fax: 603-271-4859 TDD Access: 1-800-735-2964

**REQUIREMENTS FOR MOBILE FOOD UNITS**

If you are submitting an application for a mobile food unit please read the section on "Requirements for Mobile Food Units" carefully before submitting your application.

- In order to operate a food service establishment or retail food store pursuant to RSA 143-A, a person shall obtain from the department the application form entitled "Application for Annual Food Service License".
- Upon receipt of a written application, if the Food Protection Section is satisfied that the information regarding the applicant, the applicant's operation, and facilities are in compliance with He-P 2300, "NH Rules for the Sanitary Production and Distribution of Food", a license shall be issued. After forwarding the application to the Food Protection Section, call (603) 271-4589 to leave a message for your inspector to arrange for an inspection of your facility. (Please allow seven (7) business days notice for inspection appointment) **LICENSES ARE NONTRANSFERABLE.**
- Pursuant to RSA 143-A:4, it is unlawful for any person, unless exempted under RSA 143-A:5, to operate a food service establishment or retail food store within the state without having obtained a food service license.
- All applicants for a food service license shall submit to the department:
  1. A completed, legible "Application for Annual Food Service License". **Incomplete or illegible applications or applications not accompanied by payment or water test results, if applicable, will not be processed and will be returned to the sender.**
  2. A check or money order for the applicable fees. **ALL FEES ARE NONTRANSFERABLE AND NONREFUNDABLE.**
  3. All other information required for mobile food unit applications.

**ADDITIONAL REQUIREMENTS FOR MOBILE FOOD UNITS**

- A mobile food unit is defined as a food service establishment mounted on wheels or otherwise designed to be **immediately** movable.
- If the application is for a mobile food unit, which uses a commissary, the identification of the commissary and a copy of the commissary license must be submitted with the application.
- All vehicles used as mobile food units or vehicles used to sell retail food shall provide the following information with the "Application for Annual Food Service License".

**Mobile Food Service Vehicle Information:**

Fill out information for each vehicle used and submit with the application for annual food service license.

Name as it appears on the license: \_\_\_\_\_

Vehicles Make \_\_\_\_\_ VIN # \_\_\_\_\_

Year of manufacture \_\_\_\_\_ Color \_\_\_\_\_ State MV registration # \_\_\_\_\_

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Vehicles Make \_\_\_\_\_ VIN # \_\_\_\_\_

Year of manufacture \_\_\_\_\_ Color \_\_\_\_\_ State MV registration # \_\_\_\_\_

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